

Surplus Properties

LEAN VII TEAM



Team Leader Martha Fraenkel

TEAM: Laurie, Ann, Dave,
David, Mary, Beth, Peter,
Suzanne, Tom, and Sheila

casual eating classics™

**RESULTS
IN
5 DAYS!!**
REVOLUTIONARY GRILLING™ TRAY INCLUDED



Fred's

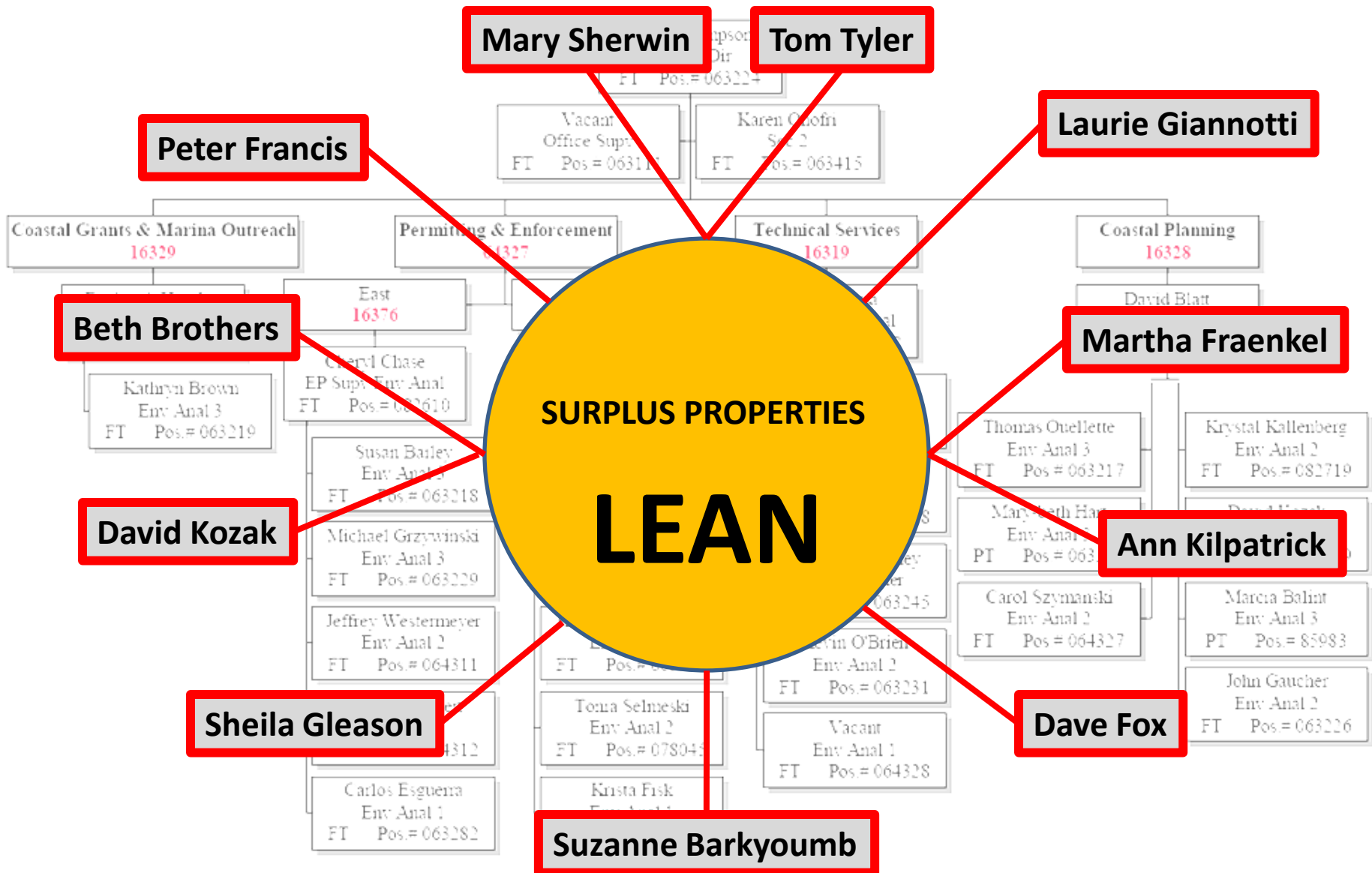
LEAN

DEP: KAIZEN EVENT #7



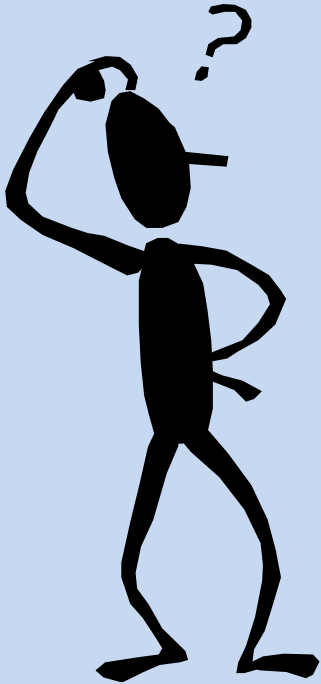
**SURPLUS
PROPERTIES**

TEAM MEMBERS:



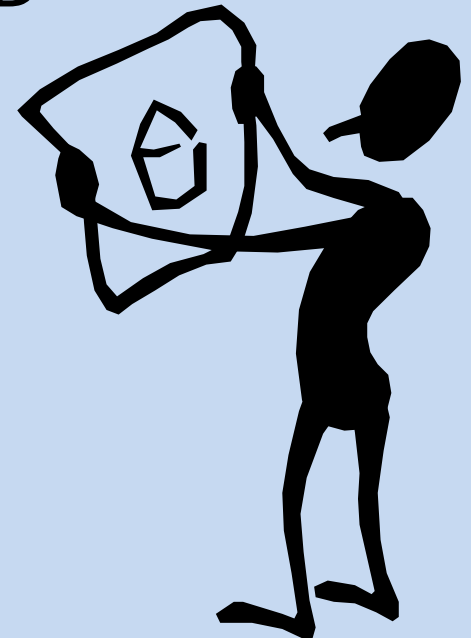
What is the Surplus Property

~~OPPORTUNITY?~~



Project Scope:

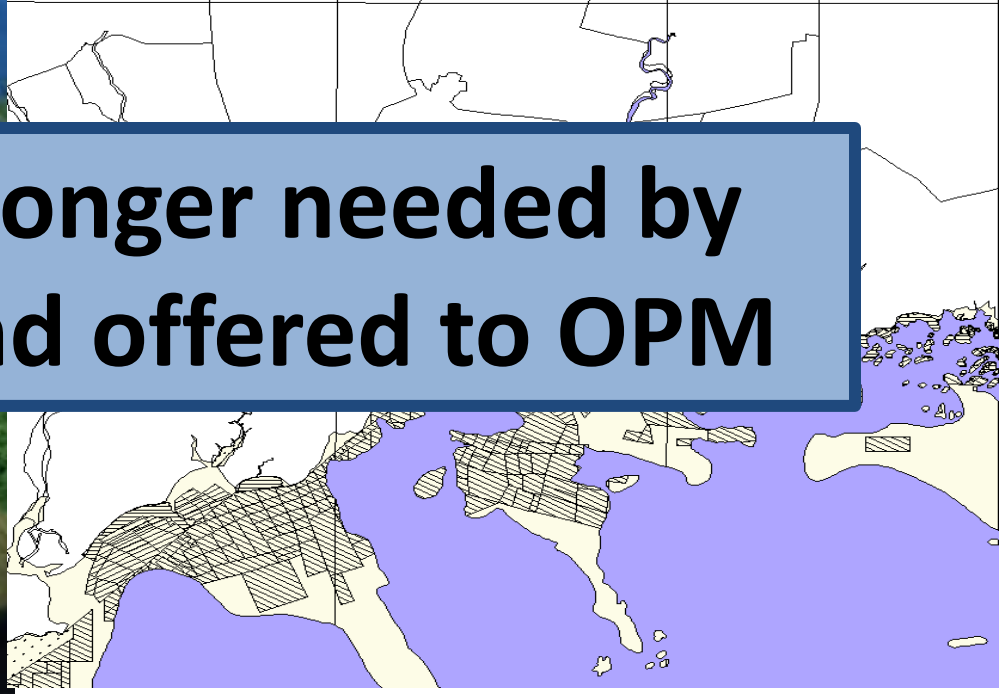
- EVALUATE THE SURPLUS PROPERTY REVIEW PROCESS FOR POTENTIAL RE-USE, REPURPOSE
- NEED TO CONDUCT REVIEW PROCESS IN STANDARDIZED, CONSISTENT, AND TRANSPARENT MANNER

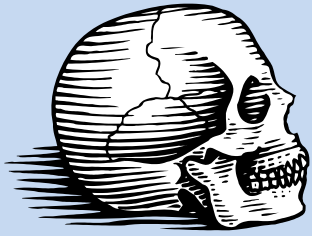


So ... what are Surplus Properties?



Properties no longer needed by State agency and offered to OPM





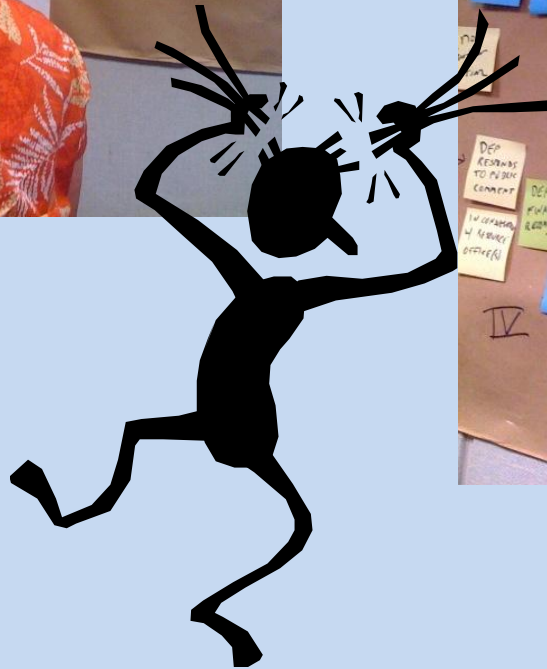
We learned that ...



“A surplus property is a corpse and OPM is the undertaker whose job is to bury the body.”

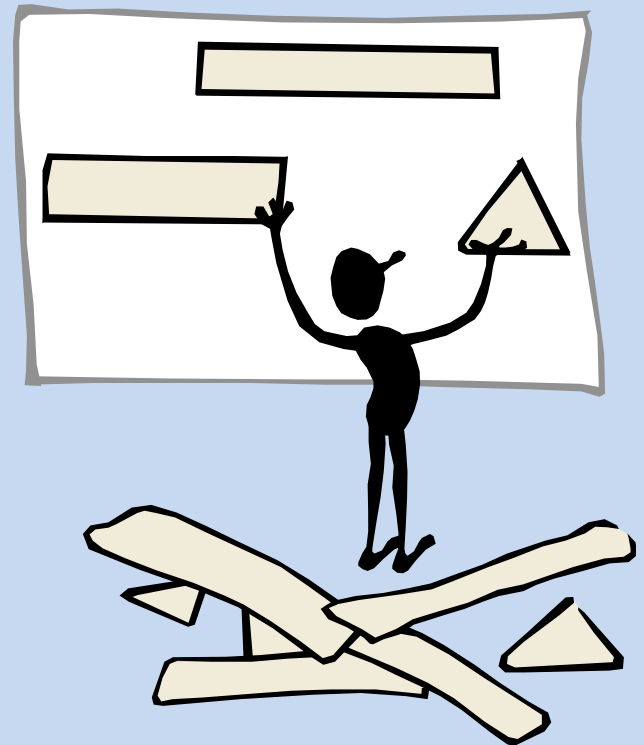
(And, therefore, DEP’s role in this process is forensics, coroner, embalmer, and grave digger.)

Documenting The Existing Process



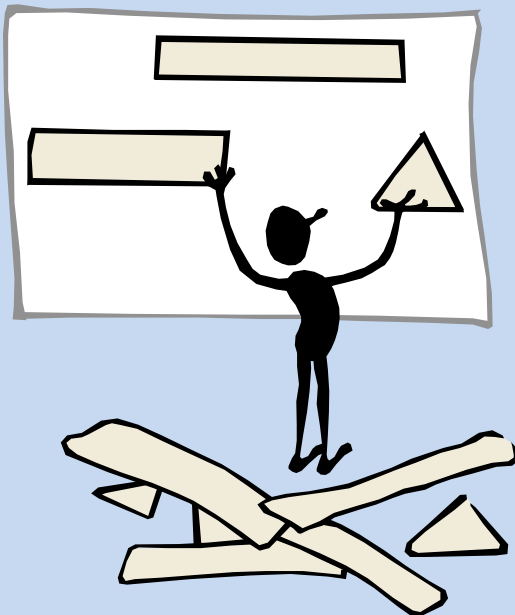
Existing State Agency Process

- CGS 4b-21 requires 90-day review
- DEP decides whether to acquire



Public Review Process

- CGS 4b-47 requires 30-day review
- DEP decides whether to recommend restrictions on property to be surplus



Pre-Kaizen Process Status

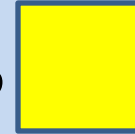
THE EXISTING PROCESS

- TOTAL OF **109** STEPS

- Value Added = 11



- Necessary – No Value Added = 35



- No Value Added = 23



- Waiting = 6



- Transport = 34

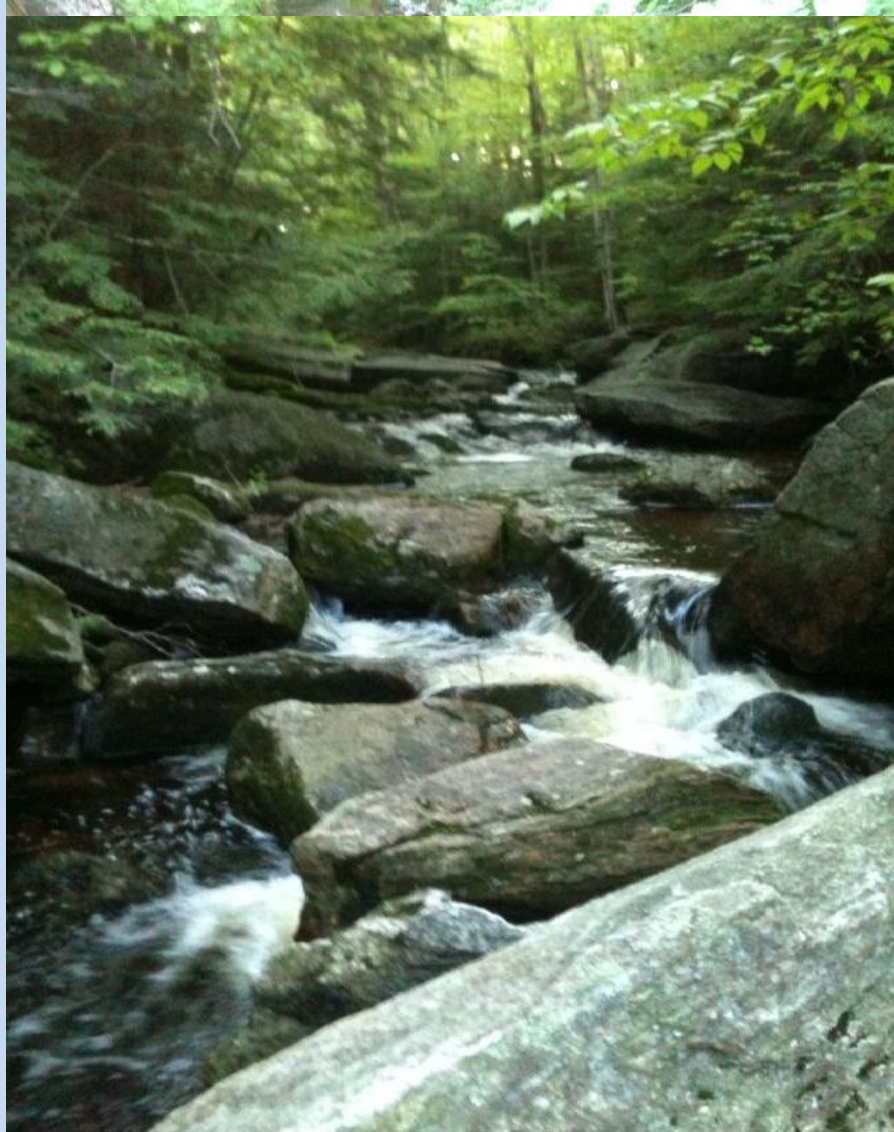


Tuesday

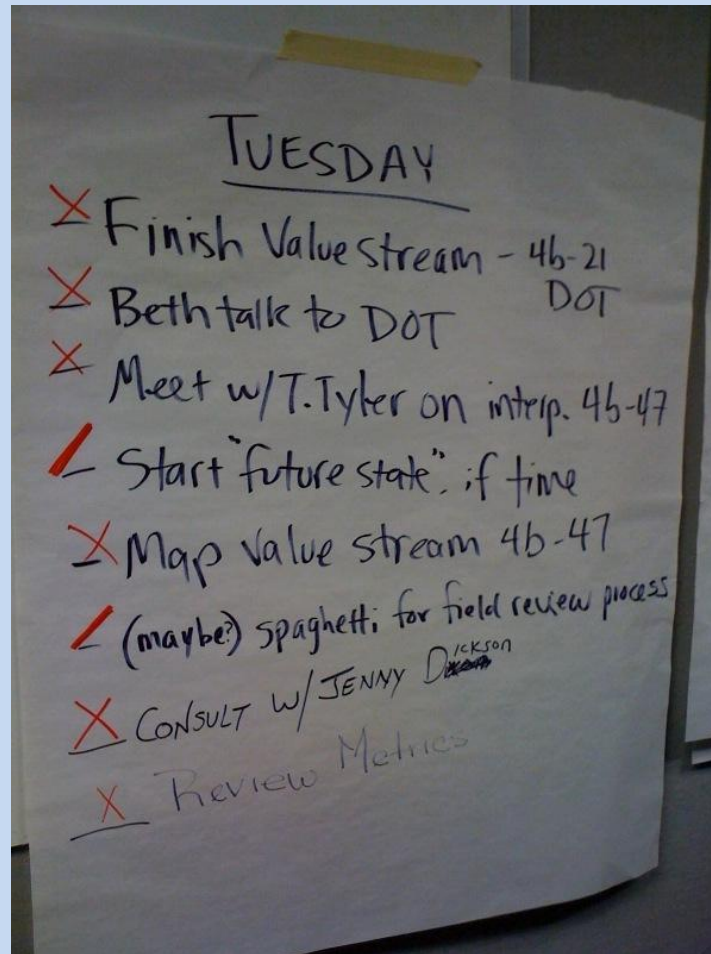
ALL SMILES!!



Fred's Tuesday Charge: What does GOOD look like?



Tuesday's Accomplishments



We invited guests ...



Jenny Dickson (DEP/Wildlife)



- Consult regarding NDDB review process
- Advise on new NDDB Level 1 and Level 2 reviews

Elaine Fournier (DEP/IT)



- Need to collect, track and store data
- Create interactive response capability
- Staff to meet with Technical Domain Team

Pat O'Brien (OPM)



- Understand OPM process and limitations
- Explain our process and requirements
- Seek suggestions on our future state

Karl Wagener (CEQ)



- Key Customer
- Critique future state
- Provide comments on existing process

Tom Tyler (DEP)

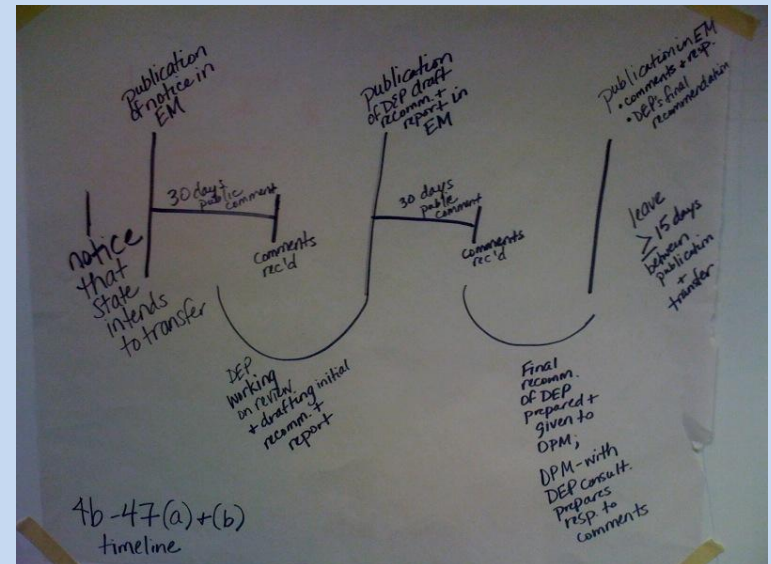


- Legislative background to better understand statutory timeframes and relationship between CGS 4b-47(a) and 4b-47(b)

Melinda Decker (DEP/Legal)



- Clarification of CGS 4b-47 statutory language
- Clarification of statutory timeframes

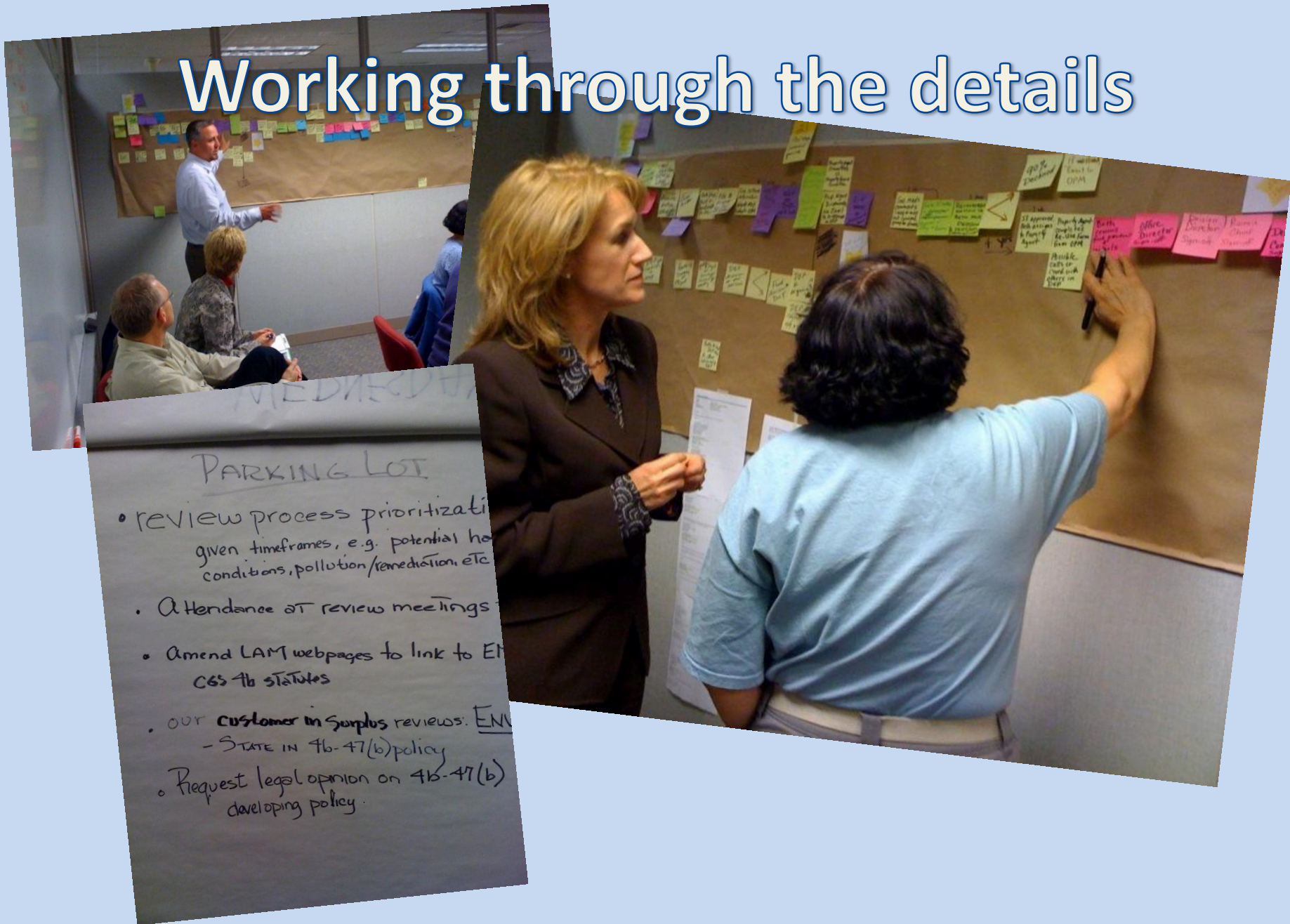


Wednesday

WHERE DID ALL
THE SMILES GO?



Working through the details



Using the LEAN tools ...

Value Stream

Sec 46-47 (b)

Value Stream

Transport

= Sec 46 / Future DOT

- Which 10-15% of the 100 to use

- Can OPM develop "baseline" map?

- Can OPM include a ^{not optional} results from level 2 NDDB review with their notifications?

- Can OPM require agencies to include an accurate map of the corridor properties
- Display for the OPM as instructed by DEP for roads

- How many "EXTRA" processes?

- Different handling of planning authority
- Collection of OPM on

TUESDAY

- ✗ Finish Value Stream - 46-21

- ✗ Beth talk to DOT

- ✗ Meet w/T. Tyler on intro. 46-47

- ✓ Start "future state" of time

- ✗ Map Value Stream 46-47

- ✓ (maybe) spaghetti for field review process

- ✗ Consult w/Jenny ^{Duck}

- ✗ Review Notes

NEED:

1) Tom Tyler - Understand timeframes under Sec. 46-47(b) ^{9.15 AM} (provide bearings & notes)

2) Pat O'Brien - review timely notifications to DEP

3) Karl Wagener - critique "future state"

4. Tom Tyler - Negotiate a ^{High Priority} standard turnaround time from NDDB for DOT and DEP reviews.

5. Steve Fish - consult on "inter-active" input

THURSDAY — THE HEAVY LIFTING DAY



doesn't
want land
or
exemption

DEP
can request
conserv.
exemption for us
or a
3rd party
OR DEP
REQUESTS
LAND?
[LAM]

By Thursday: “What DOES good look like now?”



We Developed a Future State



Post-Kaizen Status

THE FUTURE-STATE PROCESS

- TOTAL OF **51** STEPS

- Value Added = 8



- Necessary – No Value Added = 25



- No Value Added = 8



- Waiting = 4

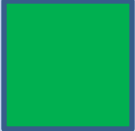

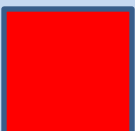




- Transport = 6

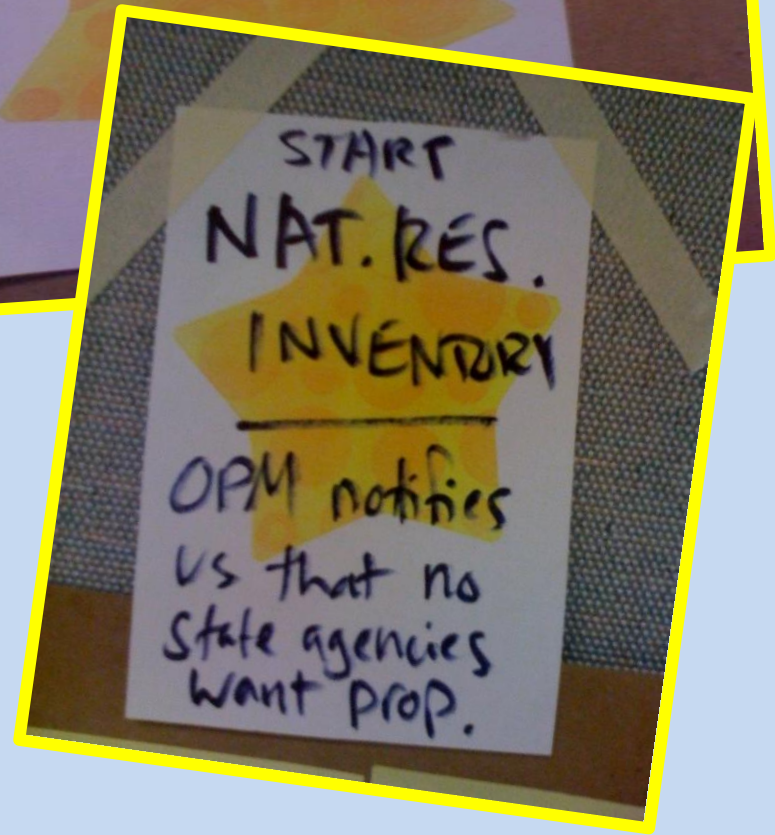
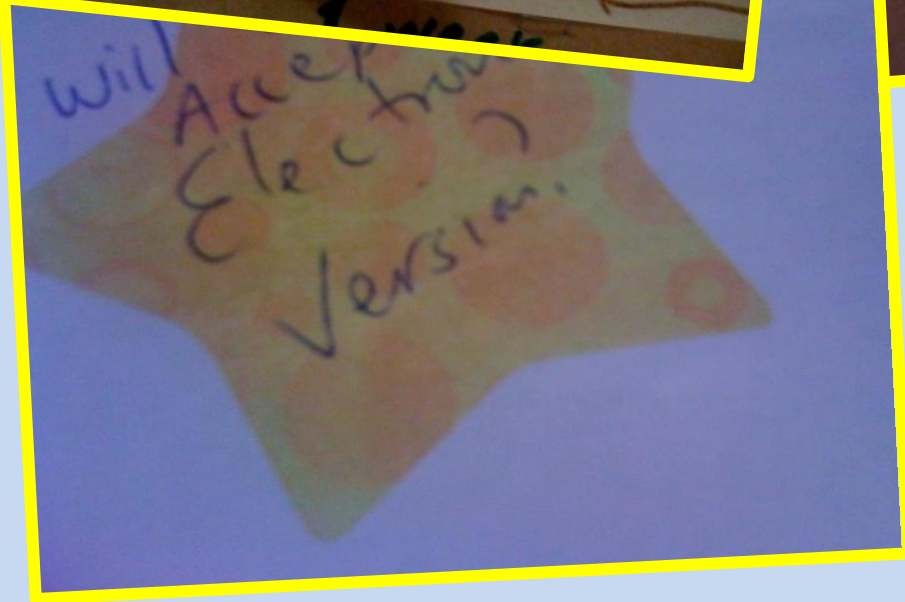
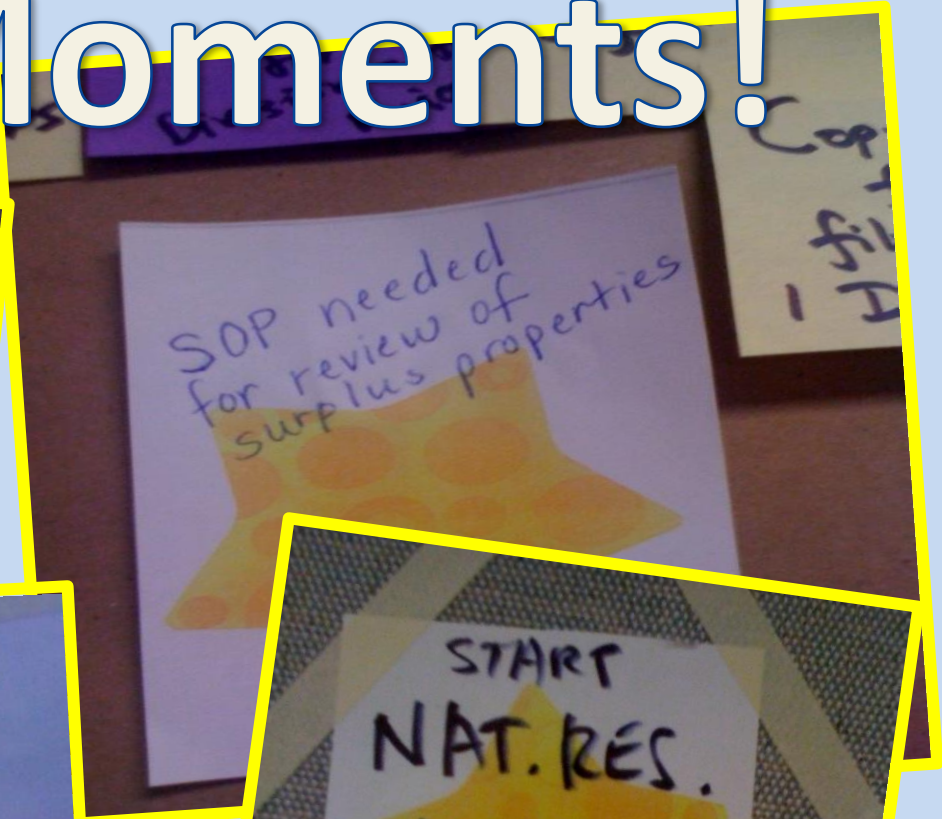
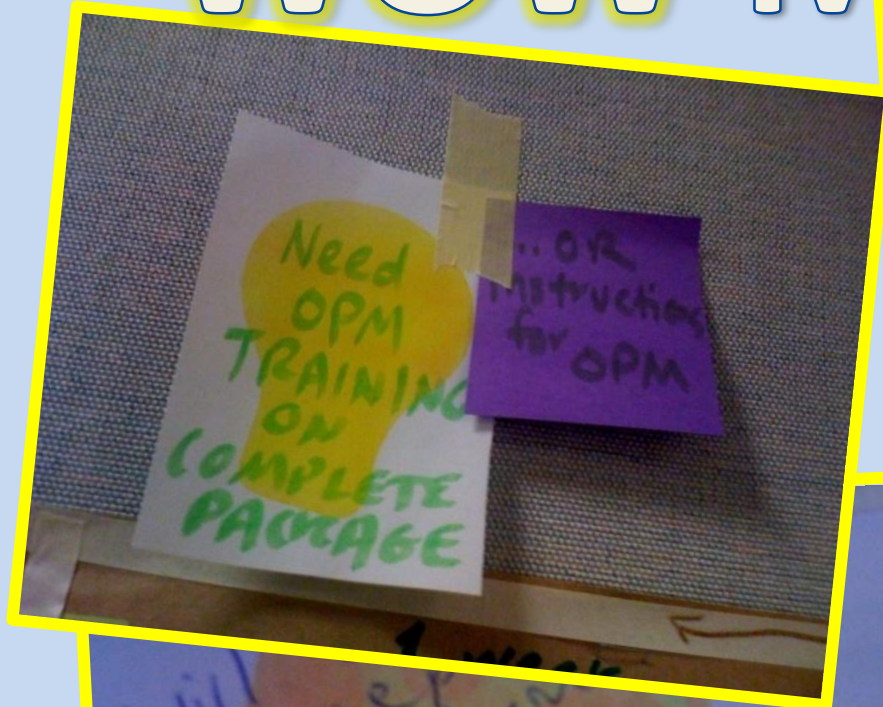


STEPS IN THE REVIEW PROCESS

Existing State vs. Future State

11		8
35		25
23		8
6		4
34		6

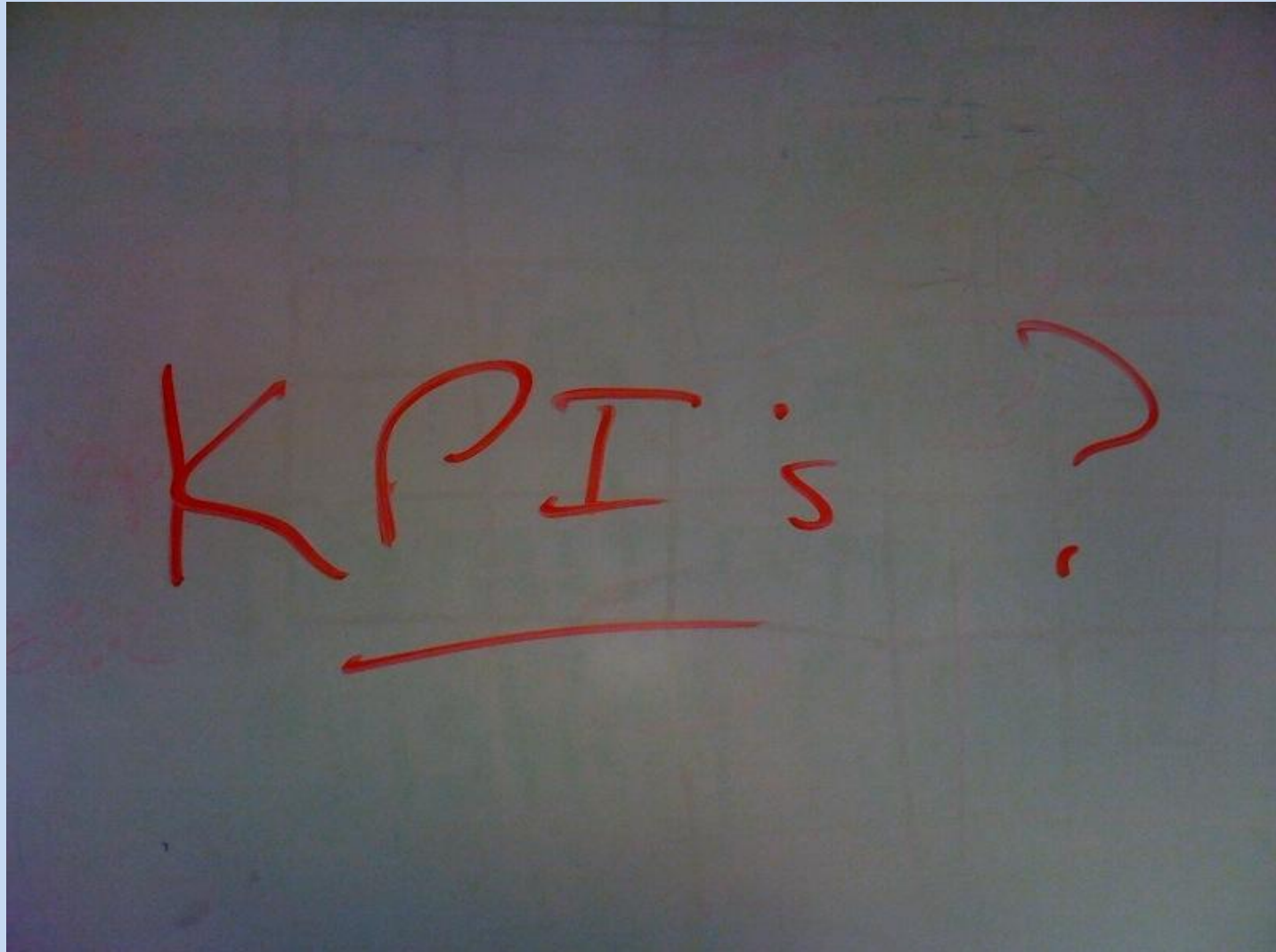
WOW Moments!



WOW! Moments

- RedBullRedBullRedBull RedBullRedBullRedBull
RedBullRedBullRedBull RedBullRedBullRedBull
RedBullRedBullRedBull RedBullRedBullRedBull
- Move from sequential to concurrent review process
- Statutory interpretation redefines review timeframes
- Statutory interpretation enables a more comprehensive review
- Realization that improvements could be “Quality” not just “Efficiency”

How will we know if its working?



Developing Key Performance Indicators (KPI)



Surplus Property KPIs






Pre-LEAN	Metric	Post-LEAN
10%	Number of extensions needed per year under CGS 4b-21	0%
10%	Percentage of projects that go through Level 1 NDDDB review under CGS 4b-21	100%
37%	Complete surplus property review process within the statutory requirements of CGS 4b-47	100%
N/A	Respond to OPM in relation to CGS 4b-47(a) within 30 days	100%

Where to next?



... Project Plan!!

The Project Plan

Color Code Key	
	Start Delayed
	On Target
	Stratellian
	No Action
	Task Completed
	Task Entered in Lessons Learned
	Failure

Template Team 7 Project Plan - Data
Six-Month Goals

TASK/ACTIVITY	TASK OWNER(S)	PARTICIPANTS	Month 1				Month 2				Month 3				Month 4				Month 5				Month 6				EXPECTED RESULTS
			Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	
Task 4. Evaluate process for ergonomic properly cranes (e.g., who cranes, length of crane periods, time/cost of crane, etc. Set up with 40 hours or less in order to find out what needs to be revised by these findings that we have the right cranes. Standard crane process so that all cranes require will use available crane process	SP	MF, SC and AR																									
Revised crane process that crane properly crane staff in address both 4b-21 and 4b-47	SP	DF																									
Develop a single distribution schedule to satisfy all properly cranes as to examine the																											
Task 5. Develop and disseminate an emergency (including inside DEP) an internal guidance document/plan about for crane process -	MF	DF																									
Task 6. Develop a standard operating procedure (SOP) for initial receiving of crane properties -	SP	SLAH staff																									
Task 5. RAMP RPT connection to GIS (RAMP)																											
Task 6. Title																											
Task 7. Title																											
Task 8. Title																											
Task 9. Title																											
Task 10. Title																											

Rev. 03/20/05
SS/Tran/DEP Lean Project Jan 2005 Team - Project Plan template

Two-Month Goals Six-Month Goals Twelve-Month Goals

Ready

40% 10:44 AM

Start Microsoft PowerPoint - [L... Document2 - Microsoft W... My Computer

LEAN

Microsoft Excel - Copy...

PROJECT PLAN HIGHLIGHTS

(Since you couldn't read the last slide)

- Develop interactive IT application to collect and store data and track surplus properties
- Develop SOP for initial screening
- Evaluate process for agency-wide property review
- Add DOT properties to GIS
- E-Distribute surplus decisions to notification list
- Develop internal guidance document/flow-chart
- Obtain authorization for delegation of authority

Project Team Meeting Schedule

- Meet within first 2 weeks
- Meet every 2 weeks for first 3 months
- Monthly thereafter



Thanks for the support (& food)!!



And thanks to Amey & Fred!



THE END ...

**...BUT IT'S REALLY ONLY THE
BEGINNING!**

